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SUBJECT: Reporting of Drinking Water Sample Analysis Results

- Analytical results shall be reported to the Department no later than the tenth day of the month following the month in which the analyses were completed (Sections 64451(a) and 64819(a)(4)).
- Analytical results shall be reported to the Department electronically using the Electronic Data Format (EDF) (Sections 64451(c) and 64819(a)(4)). More information on EDF can be found in the attached letter dated July 30, 2001.
- The water supplier shall ensure that a contact person is available 24-hours a day to receive notification when any of the following occur:
 - Analytical results indicate the presence of total coliforms, fecal coliforms, or E. coli (Sections 64423.1(b) and 64819(a)(2)(A)).
 - A bacterial sample is invalidated due to a laboratory analytical interference problem (Sections 64423.1(b) and 64819(a)(2)(B)).
 - A nitrate sample exceeds the maximum contaminant level (MCL) (Sections 64432.1(a)(1) and 64819(a)(2)(C)).
- If the laboratory is unable to make direct contact with the designated contact person within 24 hours, as required above, the laboratory shall immediately notify the Department (Sections 64423.1(b) and 64819(a)(3)).

To ensure compliance with the new regulations, water systems should immediately provide their water quality laboratories with contact information, including cell phone and pager numbers for after-hours and weekend notifications if necessary. Water systems should also provide the laboratories with contact information for the Drinking Water Field Operations District Office or Local Primacy Agency (LPA). Additionally, the laboratory should be notified at any time the designated contact persons change or their contact information changes.

Water systems should also verify that their laboratories are familiar with the new requirements for timely reporting of all data. Previously, data was to be submitted by the 10th day of the month following the month in which the water supplier **received** the analytical results. Under the revised regulation the results are to be submitted by the 10th day of the month following the month in which the **analyses are completed**. This revision ensures that analytical results will be reported promptly, both to the water system and the Department. The Department is aware that in the past some laboratories held analytical results for months before providing them to water systems. Under the revised regulations data should be reported to the Department and the system within 30 to 45 days of sample collection.

Although the regulations require electronic data reporting, data that cannot yet be transmitted via the Department's Write-On program should continue to be forwarded in paper format to your District Office or LPA. Recognize, however, that state law now requires **electronic** submission of monitoring data by laboratories. As a result, paper submissions of data from samples collected after January 1, 2002 will continue to be accepted from laboratories only until March 1, 2002 by the Monitoring and Evaluation Unit. After March 1, paper submissions from laboratories will be returned to the District Offices, who will work with water systems and laboratories to assure proper compliance with the regulatory requirements.

If you have questions about Write-On, the EDF program, or other electronic data transfer (EDT) issues, please contact ... of the Department of Health Services Monitoring and Evaluation Unit, at (916) 445-9083, or e-mail ... at EDT@dhs.ca.gov. If you have other questions about the requirements of this regulation, please contact your District Office or LPA.

Sincerely,

David Spath, Ph.D., Chief
Division of Drinking Water and
Environmental Management